



CITY COUNCIL ROUNDTABLE MEETING MINUTES CITY COUNCIL REGULAR MEETING MINUTES November 13, 2023

ROUNDTABLE MEETING

CALL TO ORDER & ROLL CALL: Mayor Ross called the Roundtable Meeting to order at 6:00 pm.

City Council: Councilmembers Ethan Benson, Rob Wotton, Bryan Holloway, James Mayhew, Louis Washington, Cara Christensen, and Jo Johnson.

Mayor Katherine Ross was also present.

City Staff Present: Mike Chambless, City Administrator; Deana Dean, City Clerk; Brian Lynch, Interim Police Chief; Janna Walker, Budget Manager; Sarah Reeder, IT Manager; Michael Liebetrau, Police Evidence and Records Technician; Patrick Fry, Project Engineer (remote); Danna McCall, Communications Coordinator (remote); Mike Bailey, Interim Fire Chief (remote); Emily Arteche, Community Development Director (remote); and Andy Latham, IT Support.

AGENDA APPROVAL

It was moved by CM Wotton, seconded by CM Washington to:

Approve the agenda.

PASSED: 7-0 (Benson, Wotton, Holloway, Mayhew, Washington, Christensen, Johnson)

SPECIAL BUSINESS

1. **AB23-123:** Property Tax Levy Ordinance and **AB23-124:** Increase Ordinance Discussion. Budget Manager Janna Walker led the discussion including a presentation on property tax basics, limitations, banked capacity, estimated property tax for 2024, assessed value and the levy rate, estimated financial impact on homeowners, individual property taxes, and next steps. Council comments and questions followed.
2. **AB23-132:** ERP System Implementation Discussion. Janna opened the discussion on the life of the ERP project and budget. Discussion followed.
3. **AB23-132:** 2023-2024 Mid-Biennial Budget Amendment Discussion. This item was stricken from the Roundtable agenda due to lack of time.

It was moved by CM Benson, seconded by CM Johnson to adjourn the Roundtable meeting which was unanimously approved. Roundtable meeting ended at 6:55 pm.

REGULAR MEETING

CALL TO ORDER: Mayor Ross called the Regular Meeting to order 7:01 pm

City Council: Councilmembers Ethan Benson, Rob Wotton, Bryan Holloway, James Mayhew, Louis Washington, Cara Christensen, and Jo Johnson.

Mayor Katherine Ross was also present.

City Staff:

Mike Chambless, City Administrator; David Linehan, Interim City Attorney; Deana Dean, City Clerk; Brian Lynch, Interim Police Chief; Emily Arteche, Community Development Director; Janna Walker, Budget Manager; Sarah Reeder, IT Manager; Danna McCall, Communication Coordinator (remote); Carson Hornsby, Management Analyst (remote); Nicole Wiebe, Community Liaison; Jeff Hamlin, Interim Parks & Public Works Director; Mike Bailey, Interim Fire Chief (remote); Michael Liebetrau, Police Evidence and Records Technician; Patrick Fry, Project Engineer (remote); and Andy Latham, IT Support.

PLEDGE OF ALLEGIANCE

AGENDA APPROVAL

It was moved by CM Johnson; seconded by CM Holloway to:

Approve the agenda.

PASSED: 7-0 (Benson, Wotton, Holloway, Mayhew, Washington, Christensen, Johnson)

It was moved by CM Holloway; seconded by CM Christensen to:

Add a second Executive Session to the agenda.

PASSED: 6-1 (Wotton, Holloway, Mayhew, Washington, Christensen, Johnson)(Nay: Benson)

PUBLIC HEARINGS, PRESENTATIONS, PROCLAMATIONS, AND APPOINTMENTS

Public Hearings

4. **AB23-123:** The Property Tax Levy Ordinance (Levying Property Taxes)
Public Hearing opened at 7:05 pm.
With no one wishing to speak, the Public Hearing closed at 7:06 pm.
5. **AB23-124:** The Increase Ordinance (Certifying an Increase in Property Taxes)
Public Hearing opened at 7:07 pm.
With no one wishing to speak, the Public Hearing closed at 7:08 pm.
6. **AB23-132:** 2023-2024 Mid-Biennial Budget Amendment
Public Hearing opened at 7:08 pm.
With no one wishing to speak, the Public Hearing closed at 7:09 pm.

Appointments

Presentations

7. Commission Accomplishments for 2023. Donna Cronk from the Arts Commission, Joelle Gibson from the Economic Development Commission, Paul Sweum from the Parks & Events Commission, and Luke Marusiak from the Planning Commission provided overviews via PowerPoint presentation on their commission accomplishments for 2023. The Mayor and Council thanked the members for all their hard work and willingness to get involved.

Proclamations

PUBLIC COMMENTS AND REQUESTS FOR ITEMS NOT ON THE AGENDA

- Dave Eiffert from unincorporated King County spoke to affordable housing in the valley and the proposed expansion of the community center.
- Kathryn Podschwit, a resident of Snoqualmie and a downtown merchant, expressed her gratitude for the work the Downtown Merchant's Association has been doing alongside the City's Community Liaison, Nicole Wiebe. She noted there is an exciting lineup for the holiday season and thanked everyone for the community engagement efforts.

CONSENT AGENDA

8. Approve the City Council Meeting Minutes dated October 23, 2023.
9. Approve the Claims Approval Report dated November 13, 2023.
10. **AB23-129:** Resolution 1671 Approving the City's Allocation for the 2024 Northeast King County Regional Public Safety Communication Agency (NORCOM) Budget.
11. **AB23-134:** Resolution 1672 Executing a Purchase and Sale Agreement for King County Property Parcel Identification Number 7853240770

It was moved by CM Holloway; seconded by CM Wotton to:

Approve the consent agenda.

PASSED: 7-0 (Benson, Wotton, Holloway, Mayhew, Washington, Christensen, Johnson)

ORDINANCES

12. **AB23-123:** The Property Tax Levy Ordinance (Levying Property Taxes). First reading of Ordinance 1281. Summary Introduction was read into the record by CM Holloway. Budget Manager Janna Walker provided an overview via presentation which was a continuation from the Roundtable meeting. This matter will be brought back at the November 27, 2023, City Council meeting for second reading and adoption.
13. **AB23-124:** The Increase Ordinance (Certifying an Increase in Property Taxes). First reading of Ordinance 1282. Summary Introduction read into the record by CM Holloway. Budget Manager Janna Walker spoke to this difference between the levying property tax ordinance and the certifying an increase in property tax ordinance. This matter will be brought back at the November 27, 2023, City Council meeting for second reading and adoption.
14. **AB23-132:** 2023-2024 Mid-Biennial Budget Amendment. First reading of Ordinance 1278. Summary Introduction read into the record by CM Holloway. Budget Manager Janna Walker provided an overview via presentation. Discussion followed. This matter will be brought back at the November 27, 2023, City Council meeting for second reading and adoption.

COMMITTEE REPORTS

Public Safety Committee: CM Christensen noted the police department is making significant progress in becoming fully staffed and Issaquah Municipal Court fees will be increasing in 2024.

Community Development Committee: No report.

Parks & Public Works Committee: No report.

Finance & Administration Committee:

15. **AB23-128:** Adopting the proposed staffing plan for the 2023-2024 biennium. CM Holloway read the summary and motion into the record. City Administrator Mike Chambless introduced and spoke to this item. Discussion followed.

It was moved by CM Holloway; seconded by CM Mayhew to:

Adopt Resolution 1673 adopting the proposed staffing plan for the 2023-2024 biennium.

PASSED: 7-0 (Benson, Wotton, Holloway, Mayhew, Washington, Christensen, Johnson)

Committee of the Whole:

16. Discussion of the **December 26, 2023, City Council Meeting**

It was moved by CM Holloway; seconded by CM Johnson to:

Cancel December 26, 2023, City Council Meeting.

PASSED: 6-1 (Wotton, Holloway, Mayhew, Washington, Christensen, Johnson)(Nay: Benson)

17. **Q3 Financial Report.** This item is informational only, no discussion or action.

REPORTS

18. Mayor's Report:

- Interim Chief Lynch will be appointed as Police Chief effective December 1, 2023, pending Council confirmation at the November 27, 2023, Council meeting.
- Notice has been received that the Snoqualmie Tribe has requested the Salish Lodge & Spa and other properties be moved into reservation and the campus parcels were approved to move into trust. Administration is waiting to hear from the tribe regarding taxes and police and fire services to these properties.

19. Commission/Committee Liaison Reports: Not addressed.

- 20. Department Reports for October 2023.** City Administrator Mike Chambless provided a review of the department reports.

CM Mayhew inquired as to police response times on the Police Department Report and commented on enforcement of speeds on the Parkway.

EXECUTIVE/CLOSED SESSION

21. Executive Session pursuant to RCW 42.30.110(1)(i)(ii) and/or (iii), to discuss with legal counsel:
- (i) Litigation that has been specifically threatened to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party;
 - (ii) Litigation that the

agency reasonably believes may be commenced by or against the agency, the governing body, or a member acting in an official capacity; or (iii) Litigation or legal risks of a proposed action or current practice that the agency has identified when public discussion of the litigation or legal risks is likely to result in an adverse legal or financial consequence to the agency lasting approximately 10 minutes.

22. Executive Session pursuant to RCW 42.30.110(1)(b) To consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price lasting approximately 20 minutes.

No action is anticipated following conclusion of the Executive Session.

At 9:08 pm, Council took a 5-minute recess and will reconvene in Executive Session which is expected to last until 9:35 pm.

At 9:37 pm, Council extended Executive Session for an additional 15 minutes.

Executive Session concluded at 9:50 pm.

ADJOURNMENT

It was moved by CM Holloway; seconded by CM Christensen to:

Adjourn the meeting.

PASSED: 7-0 (Benson, Wotton, Holloway, Mayhew, Washington, Christensen, Johnson)

Meeting was adjourned at 9:50 pm.

CITY OF SNOQUALMIE

Katherine Ross, Mayor

Attest:

Deana Dean, City Clerk